

**Please read before filling out this application.  
You may NOT need this permit.**

**You only need a driveway permit if:**

1. You are constructing a new driveway
2. You are upgrading an existing driveway by:
  - a. Installing a culvert
  - b. Doing **any** work within the County right-of-way  
(Area from edge of pavement/road to the right-of-way line)
  - c. Changing a dirt driveway to concrete or asphalt **if it joins into a paved road**

**You do not need a driveway permit if:**

1. You wish to pave your driveway from the garage door to the right-of-way line if you live on a dirt road
2. If you wish to extend your parking area but are not going into the right-of-way. **You will need to check with zoning for the appropriate permit**

## APPLICATION FOR DRIVEWAY CONSTRUCTION

\_\_\_New Construction Fee(\$150.00) \_\_\_Upgrade/Replacement Fee(\$20.00)  
St. Lucie County Community Development  
2300 Virginia Avenue, Fort Pierce, FL 34982

Applicant Name\_\_\_\_\_Phone#\_\_\_\_\_

Mailing Address\_\_\_\_\_

Owners Name\_\_\_\_\_Phone#\_\_\_\_\_

Construction Address\_\_\_\_\_

Parcel Tax ID Number\_\_\_\_\_

Lot#\_\_\_\_\_Block#\_\_\_\_\_Subdivision\_\_\_\_\_

The Nearest Intersecting Road/Street Is\_\_\_\_\_

The Nearest Property Line To Proposed Driveway Is\_\_\_\_\_Feet (This Distance Must Be A Minimum Of 9' With And 6' Without A Culvert)

Desired Driveway Width Is\_\_\_\_\_Feet (D/W Must Be Between 10' Min. And 20' Max.)

Driveway Surface To Be - CONCRETE ASPHALT UNPAVED

(Note: A Driveway On A Paved Road Must Be Paved And On An Unpaved Road Must Not Be Paved In The County Right-Of-Way.)

The Center Of The Proposed Driveway Will Be Clearly Marked On \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

I Will Mark The Driveway With:(Driveway Must Be Marked For Permit To Be Processed)

- ( ) A Stake Marked Center Line Of Driveway Placed At The Right-Of-Way Line
- ( ) A Bright Color Center Line Symbol Painted On The Edge-Of-Pavement
- ( ) Driveway To Be Centered On Garage Door Opening(Opening Must Be Visible)

A County Inspector Will Process Your Permit, Determine Grades, Setbacks Ect., On Or As Soon As Possible After The Date Marked Above. Please Allow A Minimum Of 10 (Ten) Working Days From The Date Marked Above For The Permit To Be Completed To Prevent Any Hardship.

Notice To Owner And Builder: The Certificate Of Occupancy (C.O.) Will Be Withheld By The Building Department Until All Conditions Of This Permit Are Inspected And Satisfied.

I/We Agree To Abide By The "Conditions Of Driveway Construction" Listed On Page Number 2 (Two) Of The Permit Issued. I/We Agree To Construct The Driveway In Accordance With The St. Lucie County Land Development Code (Section 7.05.06) And Construction Specifications Listed In This Permit. In The Event The Culvert Fails Or Becomes Unserviceable, Or The Driveway Needs To Be Replaced For Any Other Reason, Replacement Shall Be Arranged By And At The Expense Of The Owner.

Owners Signature\_\_\_\_\_Date\_\_\_\_\_

Date Received By Community Development\_\_\_\_\_By\_\_\_\_\_

Rev. 1/98 Master building permit number\_\_\_\_\_Receipt number\_\_\_\_\_

## Driveway Permit Issuance.

1. Driveway permits to be applied for and issued through Community Development.
2. All payments for driveway permits, including reinspect fees should be made in Community Development.
3. If a driveway permit is required, Community Development (inspections) should mark on that building permit that "C.O." not be granted until driveway final is accepted by Driveway Inspector.
4. If a driveway permit is required, at the time the owner or builder pays for a building permit, an additional \$150.00 will be charged for the driveway permit.
5. Once the owner/builder has completed the permit application they should mail or deliver it to Community Development.
6. Once the inspector has completed the driveway permit, it should be delivered back to Community Development to be mailed or made available for pick-up.
7. The owner or builder is to call 462-2511 with their driveway permit number. A minimum of 24 hours prior to the time a driveway pre-pour or final inspection is requested.
8. If the pre-pour inspection has been accepted, the inspector is to place a sticker on the job site stating that it has been approved.
9. If the pre-pour inspection has been rejected, the inspector is to place a "red tag" on site and explain what was rejected. The "red tag" should also include the amount of the re-inspect fee to be paid at Community Development ( \$20.00 for first, \$40.00 for second, and \$60.00 for the third or more) and where to pay it.
10. Upon acceptance of the final inspection, the inspector is to call Community Development (inspections) with the Master Building Department number to release th C.O. hold on that permit.
11. Driveway permits for other than new construction will be paid for and application received at Community Development and follow the same procedure.
12. Driveway upgrades (changing dirt driveway to concrete or asphalt where applicable) or culvert replacement permits will be applied for on the same form as a regular driveway. A \$20.00 upgrade fee is to be charged for this type of permit and is to be issued through Community Development.
13. All call regarding driveway permits, fees or inspection results should be directed to the Driveway Inspector at 462-2511.

03/01/02